

PREPARED BY: [REDACTED]		DATE PREP: 18 Sept 70		HUMAN RESOURCES SYSTEMS TASK SCHEDULE & ESTIMATE				HRS-FORM 1			
DATE SUBMITTED FOR REVIEW: 9/28/70											
REVIEWED BY: [Signature]		DATE REVIEW: 9/28/70		Page 1 of 4							
SYSTEM: STAFFING											
PROJECT: STAFFING											
Phase : DESIGN		TYPE		MAN DAYS TO COMPLETE		START		COMPLETE		TASK RESPONSIBILITY	ASSIGNED PERSONNEL
TASK DEFINITION		SA	P	ESTM	ACT	SCHED.	ACT.	SCHED.	ACT.		
4.0 Design Phase		X		1		18 Sept 1970		18 Sept 1970		[REDACTED]	25X1A
1. Research documentation and estimate necessary man-hours to complete Steps 4.0, 4.1, 4.3 and 4.4 of the STAFFING project.											
2. Prepare Form 930 (Computer Services Request) and also Task Schedule and Estimate forms HRS 1 & 2.											

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Phase : DESIGN													
TASK DEFINITION				TYPE		MAN DAYS TO COMPLETE		START		COMPLETE		TASK RESPONSI- BILITY	ASSIGNED PERSONNEL
				SA	P	ESTM	ACT	SCHED.	ACT.	SCHED.	ACT.		
4.1 Design System Network				X		28		19 Sept		15 Oct			
A. Functional System Chart													
B. Field Reference Control Sheet													
C. Conditional Control Matrix Sheet													
D. Conditional Control Memo Sheet													
E. Detailed Flowchart													

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PROJECT: STAFFING				TYPE		MAN DAYS TO COMPLETE		START		COMPLETE		TASK RESPONSI- BILITY		ASSIGNED PERSONNEL	
Phase : DESIGN															
TASK DEFINITION				SA P		ESTM ACT		SCHED. ACT.		SCHED. ACT.					
4.3 Design Reports  Prepare basic specifications and layout for 34 different reports associated with the Staffing Project.				X		51		16 Oct		27 Nov		[REDACTED]		25X1A	

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Phase : DESIGN		TYPE		MAN DAYS TO COMPLETE		START		COMPLETE		TASK RESPONSI- BILITY		ASSIGNED PERSONNEL	
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4.4 Design Forms  Design a new multi-purpose form to serve as input to the system and to convey staffing changes to the customers.  Note: Allowance has been made for leave and unforeseen contingencies when estimating the starting and completion dates.				10		30 Nov 70		14 Dec 70		[REDACTED]		25X1A	

25X1A

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PREPARED BY: [REDACTED]	DATE PREP: 6 Nov 70	HUMAN RESOURCES SYSTEMS TASK SCHEDULE & ESTIMATE						HRS-FORM 1		
DATE SUBMITTED FOR REVIEW: 6 Nov 70										
REVIEWED BY:	DATE REVIEW:	Page      of								
SYSTEM: STAFFING										
PROJECT: STAFFING										
Phase : 4.1 and 4.4										
TASK	DEFINITION	TYPE		MAN DAYS TO COMPLETE	START		COMPLETE		TASK RESPONSI- BILITY	ASSIGNED PERSONNEL
		SA	P		SCHED.	ACT.	SCHED.	ACT.		
	Due to reallocation of personnel resources assigned to the Staffing project and additional policy decision papers that have to be formulated for management approval, the estimated completion date of Phases 4.1 and 4.4 is changed to 29 January 1971.									
NOTE: The above does not include the completion of all reports assigned to the Staffing Project, which will be held in abeyance until the formulation of the HRS Reports Inventory Group.										

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